

**DEPARTMENT OF THE ARMY**  
**OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY**  
**ACQUISITION LOGISTICS AND TECHNOLOGY**  
**103 ARMY PENTAGON**  
**WASHINGTON DC 20310-0103**

PARC Policy Alert 12-01  
24 October 2011

SUBJECT: Contractor Deployment and Redeployment Requirements in Support of the U.S. Central Command Area of Responsibility

1. As the Executive Agent Focal Point for Contracting in support of Operation Enduring Freedom, Operation Iraqi Freedom, Kuwait, and Pakistan, the Office of the Deputy Assistant Secretary of the Army (Procurement) reiterates to all Army Contracting Activities the following mandatory requirements for contracts with contractors deploying to the U.S. Central Command (CENTCOM) Area of Responsibility (AOR):

a. Contracting officers must obtain theater business clearance before issuing a solicitation in accordance with the 29 June 2010 Under Secretary of Defense memorandum and the CENTCOM Theater Business Clearance guide found at: <http://www2.centcom.mil/sites/contracts/Pages/Default.aspx>.

b. Unless deploying to the CENTCOM AOR for 17 days or less, all contractors must complete individual pre-deployment training at a center approved by the HQDA G3/5/7, DAMO-ODM. No other training is authorized. Approved sites:

(1) Individual Replacement Deployment Operations (IRDO), Camp Atterbury, Indiana: [http://www.campatterbury.in.ng.mil/Individual Replacement Deployment Operations/tabid/1101/Default.aspx](http://www.campatterbury.in.ng.mil/Individual%20Replacement%20Deployment%20Operations/tabid/1101/Default.aspx).

(2) U.S. Army Corps of Engineers Deployment Center, Winchester, Virginia (limited to USACE requirements): <http://www.tam.usace.army.mil/UDC/>.

(3) Or one of the three LOGCAP sites:

(a) KBR operating from the Park Inn in Huston TX located on 500 North Sam Houston Parkway East. POC [REDACTED], (713) 753-7744.

(b) DynCorp operating from the Marriott Hotel, 3300 Championship Parkway, Fort Worth, TX. POC [REDACTED], (817) 497-3147.

(c) Fluor operating from the second floor of ECPI College of Technology located at 1124 Frontage Rd Greenville South Carolina. POC [REDACTED], (864) 281-4263.

c. Contracting officers may not waive the requirement for contractors to complete individual pre-deployment training.

SUBJECT: Contractor Deployment and Redeployment Requirements in Support of the U.S. Central Command Area of Responsibility

2. Headquarters Department of the Army Execute Order (267-11) Contractor Deployment and Redeployment in support of Overseas Contingency Operations (OCO) directs the deployment and redeployment flow of non-Logistics Civil Augmentation Program (non-LOGCAP) contractors through IRDO Atterbury. To ensure maximum utilization of government air transportation that is provided to the IRDO in support, Contracting Officers (KO) and Administrative Contracting Officers (ACO) are directed to:

- a. Direct contractors to reserve for government provided air transportation, concurrent with required deployment and redeployment training through IRDO Atterbury at <http://www.campatterbury.in.ng.mil/IndividualReplacementDeploymentOperations/tabid/1101/Default.aspx>.
- b. Establish appropriate Contract Line Item Numbers (CLINs) for:
  - (1) Government provided inter-theater air transportation to and from the Aerial Port of Debarcation (APOD), to deploy and redeploy contractors, and
  - (2) Reimbursable air transportation when government provided transportation is determined "not-available" by a competent IRDO Atterbury authority or the Contracting Officer.
- c. Approve and issue a Synchronized Predeployment Operational Tracker (SPOT) generated Letter of Authorization (LOA) by:
  - (1) Checking the "MILAIR" box assigning privilege for Government Furnished Services;
  - (2) Annotate the LOA with the following: "This contractor is required government furnished MILAIR unless determined "NON-AVAILABLE" by competent government authority of IRDO Atterbury or this Contracting Officer".
  - (3) If "NON-AVAILABILITY" is determined, and contractor mission is assessed critical, authorize procurement of alternate air transportation, subject to the reimbursement of CLIN (2). Do not uncheck "MILAIR", but re-annotate the LOA with: "This contractor is authorized alternate or commercial transportation to deploy OR redeploy", as the case may be. Reimbursements for approved alternate transportation costs are subject to equitable cost adjustments to the contract.
  - (4) If contractor deployment and redeployment costs are determined priced in the contract, the Contracting Officer must initiate and collect an equitable price adjustment in behalf of the government.

SUBJECT: Contractor Deployment and Redeployment Requirements in Support of the U.S. Central Command Area of Responsibility

3. Firms may not establish unique individual pre-deployment training operations for their employees. KBR, DynCorp, and Fluor are authorized to use their Logistics Civil Augmentation Program (LOGCAP) authorized deployment centers for non-LOGCAP firms on a non-interference basis. Non-LOGCAP firms may only utilize the LOGCAP facilities with an ASC waiver and subject to the terms and conditions of their prime contracts with the Government. The U.S. Government should assume no liability for cost, schedule, or performance issues related to firm usage of LOGCAP authorized deployment centers unless specifically negotiated in the non-LOGCAP firm contract.

4. Contracting officers are reminded to ensure Synchronized Pre-Deployment Operational Tracker (<http://www.bta.mil/products/spot.html>) and Contractor Manpower Reporting Application (<https://cmra.army.mil/>) requirements are included in their solicitations and contracts when contractor personnel deploy to the CENTCOM AOR.

5. The direct point of contact for this PARC Policy Alert is [REDACTED], (703) 617-0387 [REDACTED] DOES NOT COORDINATE PRE-DEPLOYMENT TRAINING NOR GOVERNMENT PROVIDED TRANSPORTATION. Contact the pre-deployment training centers for more information.

6. Please send questions to the Office of the DASA(P) email: [procurement@conus.army.mil](mailto:procurement@conus.army.mil) through your chain of command as appropriate. Include the subject of this email in your Subject block. The DASA(P) action officer will disseminate a consolidated list of frequently asked questions as needed.